

**ANNUAL REPORTS OF
BOARD OF TRUSTEES AND
LIBRARIAN OF THE PUBLIC
LIBRARY OF THE DISTRICT
OF COLUMBIA - - - - 1927**

THIRTIETH ANNUAL REPORT OF THE
BOARD OF TRUSTEES
AND
TWENTY-NINTH ANNUAL REPORT OF THE
LIBRARIAN OF THE PUBLIC LIBRARY
OF THE DISTRICT OF COLUMBIA

FOR THE FISCAL YEAR
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REPORT OF THE BOARD OF TRUSTEES OF THE PUBLIC LIBRARY

WASHINGTON, *October 6, 1927.*

THE COMMISSIONERS OF THE DISTRICT OF COLUMBIA:

In presenting the annual report of the Public Library for the fiscal year 1927 the board of trustees records with satisfaction the substantial progress both in the quantity and in the quality of the service rendered by the present organization and in the outlook for a branch system adequate to the size, population, and needs of Washington.

THE YEAR'S PROGRESS—PRESENT ORGANIZATION

The librarian's report, which accompanies and forms a part of the report of the trustees, gives in detail the gain at the central library and branches in the number of readers registered, the number of books and pictures loaned for home reading, and describes the steps taken to improve the advisory and reference service in order more fully to meet the requirements of library users. Certain informal but helpful experiments were made along the line of the adult education movement. Books on pedagogy and child care were placed on shelves open to readers with a specially informed assistant in charge to make the collection useful to teachers and parents. For the benefit of students of art, the picture room was shelved and several thousand volumes on art and architecture made available for free consultation. The staff compiled a larger number of reading lists, and these lists represented more discriminating selection of material. Several highly qualified assistants were added to the personnel and the whole staff responded through special training or outside study to higher standards of service. The new equipment and improvements to the central library and branches, which a special fund in the appropriation for 1927 made possible, have enormously improved buildings and working conditions.

APPROPRIATIONS FOR 1928 PROVIDE ADDITIONAL FACILITIES

The trustees take pleasure in reporting that the appropriations for 1928 provide for further improvements and advancements. They enable the central library and branches to remain open the normal 12 hours on Wednesday instead of the curtailed hours of 9 a. m. to 3 p. m., found to be necessary during the past several years, and provide for full hours for the children's room at the Mount Pleasant branch. The subbranch at Chevy Chase, conducted hitherto through the courtesy of school officials in a corridor of the E. V. Brown School, now occupies spacious quarters in a rented building on Liv-

ington Street. A subbranch in the Eastern High School, for which the 1928 appropriations provided books and staff, will serve the neighborhood as well as the students of the school.

THE BUILDING AND EXTENSION PROGRAM

In November, 1926, the Carnegie Corporation notified the librarian that, in accordance with its policy elsewhere, no funds for additional library buildings in Washington would be available. (See letter on p. 28.) This decision placed upon the trustees the obligation of securing the necessary branch libraries from public funds. A five-year building and extension program, previously submitted by the librarian and adopted by the trustees, was presented to the Gibson subcommittee of the House District Committee.

This program, incorporated in H. R. 16953, was introduced by Representative Ernest W. Gibson, but failed of passage in the last crowded short session. In a slightly amended form the bill was some months ago readopted by the trustees and forwarded to the District Commissioners. At their direction a study of costs has been made by an assistant to the Engineer Commissioner, who estimates that the outside cost for sites and buildings, including an urgently needed enlargement of the central library, will be \$1,796,500. (See report, pp. 26-27.) The trustees urge the commissioners to make this program their own, to forward it to the District Committees of the Senate and House promptly at the beginning of the next session of Congress for reintroduction, and to cooperate in securing its enactment into law.

The first step in the extension program is to secure sites. The trustees hope that they may obtain at the coming session of Congress a substantial appropriation for this purpose. The growing scarcity of suitable locations and the high prices at which they are held make this matter urgent.

The trustees believe that the extension program provides a carefully considered, well-coordinated plan for the development of the branch library system, a plan which fits in with the proposals of the National Capital Park and Planning Commission and other bodies for the development of Washington. They have been greatly encouraged by the sympathetic hearing accorded to the plan by the Gibson committee and by the support it has received from citizens' associations and civic groups.

With confidence in the soundness of the extension program and in the belief that it has public support behind it, the trustees purpose to exert every effort to secure for Washington an enlarged library system which shall meet the requirements of the organic act to furnish adequate library service "convenient to the homes and offices of all residents of the District of Columbia."

Respectfully submitted.

WENDELL P. STAFFORD,
Vice President Library Trustees.

REPORT OF THE LIBRARIAN

WASHINGTON, *August 15, 1927.*

LADIES AND GENTLEMEN: I have the honor to submit herewith my report on the work of the Public Library for the fiscal year ended June 30, 1927.

Following the custom of earlier years, this report consists of abridgments of the reports to me by chiefs of divisions of the library service and of my comments on matters of general library administration.

This report omits the publication of the table of municipal library expenditures, book circulations, and branch library provision in American cities above 200,000 population as compared with Washington, which each year since 1911 has had a place in these reports. Such tables have primarily been compiled for the purpose of answering questions raised at hearings before congressional appropriation committees, but their utility has been so widely recognized that other librarians have participated and have extended them to cover municipal libraries in all American cities above 30,000 population. Such fuller tables have latterly been regularly published in the library press. For the coming year at least the secretary of the American Library Association has agreed that his office will compile this table and furnish an advance copy of that part of it which covers cities above 200,000 population to this library in time for possible use with committees of Congress. It is to be hoped that the association will be able to compile such table regularly hereafter so that it may be available to this and other libraries.

The treasurer's report, covering the funds under the supervision of the library trustees, will be found on pages 21-23.

FORWARD STEPS OF THE YEAR

Among the most significant events and tendencies of the year marking library progress may be mentioned the following, some of which will have fuller treatment elsewhere in this report:

1. The presentation before the Gibson subcommittee of the Committee on the District of Columbia of the House of Representatives of a program for library extension, followed by the introduction by Representative Ernest W. Gibson, of Vermont, of a bill (H. R. 16953) providing for a five-year building and extension program for the free public library system of the District of Columbia. (Discussion on pp. 17-18; text of bill on pp. 25-26.)

2. Greater interest shown by the District Commissioners and their assistants than ever before in library advancement, as evidenced by the following suggestions emanating from the District Building:

(a) That the handsome Elizabethan dwelling on Sixteenth Street owned by the District and occupied by the caretaker of the reservoir should when no longer needed for its present purpose be remodeled and enlarged for use as a branch library; (b) that the abandoned Tenleytown police station be used as a small branch library; (c) that lots owned by the District between Georgia and Sherman Avenues and Fairmont and Girard Streets might be used as a site for a branch library.

3. Increases in appropriations for the coming fiscal year providing for an enlargement of staff sufficient to do away with the closing of the central library and branches every Wednesday at 3 p. m.—a condition enforced on the library since 1919. This increase in staff also permits the opening of the Mount Pleasant children's room full hours for the coming year.

4. Appropriation increases also provide for the opening of a subbranch of the Public Library in the Eastern High School, in the fine large room fitted from the beginning with library furniture and designed for a branch library. Other increases in appropriations provide for the rental of especially built quarters for the Chevy Chase subbranch and for an enlargement of the staff of that and the Tenley subbranches, opened on alternate days by the same staff.

5. Renovation of the central library and older branch library buildings and much-needed increases in furniture and equipment through a special appropriation of \$20,000. Among the improvements are a new elevator, improved ventilation, and a new entrance to the industrial division in the central library, together with painting, shades, floor coverings, shelving, filing cases, typewriters, and other necessities, badly in arrears till supplied from this welcome appropriation.

6. The monthly bulletin, the publication of which was interrupted in 1922 because of lack of funds, was renewed in November, 1926, and renamed "Your Library." The earlier publication was chiefly devoted to listing new books added; the present bulletin is designed to inform readers of services that the library is prepared to render. (See section on editorial work, p. 14.)

7. The library circulated into Washington homes and offices 1,407,499 volumes and 133,597 mounted pictures, or 1,541,096 pieces, as compared with a total of 1,416,831 pieces in the previous year, consisting of 1,298,405 volumes and 118,426 mounted pictures. The book circulation increased more than 8 per cent and the picture circulation increased 13 per cent as compared with the previous year. It is unfortunate that no method has yet been devised for measuring the extent and especially the quality of reference and advisory services. They are large and constantly growing, both in extent and competence. Some of these services are summarized in the succeeding departmental reports.

CIRCULATION AND ADVISORY WORK

The statistics for the year show substantial increases. The volumes lent for home use numbered 1,407,499, a gain of 109,094. Registration figures show that 23,450 applicants were registered during the year, an increase of 167, and that the total number of cards in use is 68,777. Special privilege cards were issued to 493 teachers,

so that the total in force is 1,392; 184 strangers registered by making deposits of \$5 each. Residents of adjacent counties of Virginia and Maryland who are not otherwise entitled to library privileges are now able to register by paying a yearly fee of \$3 each under the terms of the amended library law.

A new method of issuing books was put into use in February with the installation of the Dickman charging machines in the adult circulation department of the central library. These machines were invented at the request of this library, which has long felt that there should be for this part of library work a mechanical device that would set free library assistants to do advisory work for readers. Four young men, college students, have been appointed to operate these machines during the busy hours.

Staff meetings were held with branch librarians for the interchange of ideas; the chief of the department also served in an advisory capacity in the promotion of new plans and improvements and in book selection for the two subbranches and the extension agencies. A class for the study of books relating to ancient history and primarily for the advisory assistants but open to all departments, was conducted by the assistant librarian and the chief of the department.

The advisory service, general and specialized, covered a wide variety of activities. The information desk served as the center from which the library resources were placed at the disposal of the public. The fields of fiction, biography, pedagogy, and sociology are being handled by members of the staff specialized in those forms of literature, and thus the general information work is strengthened. An increasing number of readers use the biography collection regularly and read the books with the same avidity that many read fiction. While the new division of pedagogy and sociology did not function in its own room until June the adviser was active in establishing relations by attending the Parent-Teachers' Association Congress and child-study classes; also the Council of Social Agencies. The resources of this division were made known to these organizations through invitations to visit it, exhibits of books, and the distribution of lists compiled on the subjects under discussion.

Effective bibliographical work was done in the preparation of lists, for general distribution on history, modern essays, principles and methods of religious education for Sunday-school teachers attending the classes of the Presbyterian School of Religious Education, etc. Innumerable short lists were compiled for individuals upon request or as suggestions for short reading courses. In connection with lists, material was furnished for essays, theses, and subjects used in university work. Increasing requests were received from club members seeking topics and books for club papers and from educational institutions and associations. (From the report of Grace B. Finney, chief of circulation department.)

BRANCH LIBRARY SERVICE

Takoma Park.—The sixteenth annual report records a circulation of 62,676 volumes, of which 39 per cent were from the juvenile collection. The gain of 7,401 volumes was equally divided between the two departments. The branch book collection numbers 10,077 vol-

umes; one-third of these are on the juvenile shelves. Seventy-five meetings have been held in the library. The District Commissioners were the guests at a largely attended meeting of the Takoma Citizens' Association. The various organizations brought many interesting speakers before the community. A number of illustrated lectures were given on subjects of current interest. The horticultural club arranged eight beautiful flower shows, which were enjoyed by more than 3,000 visitors. The Takoma News has again generously assisted in bringing the library before the people. A review of the work of the branch library for the past 12 months is very encouraging, and the prospect is bright for a more extended usefulness during the coming year. (From the report of Rebecca P. Warner, branch librarian.)

Southeastern.—What progress has the branch made in its four and one-half years? In attendance, circulation, reference demands, and general use there is every indication of growth beyond what might be expected from a book collection of little over 14,000 volumes. Certainly tangible things such as figures show it as an overwhelming success, and intangible ones are equally encouraging. The circulation of 1927 is 157,253, an increase over 1926 of 19,694. This has meant activity in every line of routine. The addition to the staff of an assistant children's librarian was a tremendous help. Cooperation with teachers and schools in the neighborhood has been developed so far as possible. Early in the school year mimeographed lists of all the books on psychology and pedagogy owned by the branch were distributed among the teachers in all the nearby public and parochial schools. Talks on the library were given in 17 different hour periods during the school year to four separate groups of eighth-grade pupils of the Hine Junior High School. The branch was represented by exhibits at two large meetings in the southeast during the year, the Southeast Community Center's carnival and the final meeting of the Hine Junior High School Parent-Teachers' Association. (From the report of Frances S. Osborne, branch librarian.)

Mount Pleasant.—In addition to the semistandardized work with the public schools the year was marked by a large amount of reference and advisory service for nursery schools, finishing schools, classes of student nurses, normal school groups, and reading clinics for special children. Regular instruction in the use of the library was given to the advanced students at Powell Junior High School and projects in library work were prepared for them; cooperation in preparation of reading courses was given to the Friends' Suburban School, and helpful contacts were maintained with a group of deaf and dumb college girls. Community interest in the library was in evidence, as formerly, throughout the year. Three neighboring parent-teachers associations jointly gave money for printing lists of children's books; the local chapter of the Children of the American Revolution gave a flag and flag staff; Boy Scouts placed 5,000 invitations to use the library in the mail boxes of apartment houses in the vicinity, and the Tivoli Theater granted space in its lobby for book exhibits at its Saturday morning movies. Also, the Columbia Heights Observer, the Washington Daily News in its "Our Neighborhood" column, and two school papers gave the branch valuable publicity. There were 155 meetings in the auditorium and club rooms. An exhibit of paintings by members of the landscape club and two exhibits of

posters by art students in the public schools were held in the sun room. A children's book week display of 1,000 children's books was attended by many classes and individual mothers. With the inclusion for the first time of a full year's circulation from the juvenile department, the total circulation of the branch was 256,805. The adult circulation of 162,560 was 7,790 more than in 1926, and constituted 63 per cent of the total. (From the report of Margery Quigley, branch librarian till June 7, and of Ralph L. Thompson, now branch librarian.)

SERVICE THROUGH SUBBRANCHES

During the past year a modest beginning was made at furnishing library service to suburban communities through municipally maintained subbranches. The Chevy Chase subbranch, which has occupied space in a corridor of the E. V. Brown School, had previously been conducted for six years as a deposit station. The books had been furnished by the library but the service had been at the joint expense of the Chevy Chase Citizens' Association, the parent-teachers' association, and a woman's club. As soon as the contractor finishes the building, a double store on Livingston Street will house the subbranch, affording the larger space needed. The Tenley subbranch has been conducted in a room in the new Janney School designed for library use. During the first year the library staff of the two centers consisted of the branch librarian and a part-time clerical worker, but for the coming year the staff will consist of the branch librarian and a children's librarian. This permits the opening of each subbranch only on alternate days. The transfer of the Chevy Chase subbranch to desirable rented quarters will largely increase the demand, so that it is important to enlarge the staff to make possible the opening of at least that subbranch every day.

Chevy Chase is open three days a week for a total of 17 hours. Previously Chevy Chase had been open but five hours weekly. Tenley is open three days a week for a total of 14 hours. The allotment for books for the two subbranches was but \$1,000. Purchases were supplemented by loans from the central library and other branches, so that the Chevy Chase collection numbers 3,000 volumes and the Tenley collection 1,200 volumes. Owing to the character of the demand the book purchases for Chevy Chase included much nonfiction. The demand for fiction there is largely met by a collection of pay duplicates. At first the reference collection consisted of a somewhat out-of-date cyclopedia, but that collection has now been increased to about 100 volumes. There has been an increase in reference questions for which more up-to-date material is needed. The demands on the part of high-school pupils at both centers constantly increase.

Chevy Chase subbranch, which had had six years preparation as a station, but whose largest annual circulation as such had been 6,494 volumes (in 1926), achieved a circulation last year of 20,476 volumes, 8,974 volumes of adult books and 11,502 volumes of juvenile books. Tenley subbranch, which was open but slightly more than nine months and without any previous experience as a station, recorded a circulation of 8,956 volumes, 2,847 volumes of adult books and

6,109 volumes of juvenile books. The figures in the case of both subbranches are very gratifying.

At the Tenley subbranch lack of shelf space is already a problem. The room in the Janney School is too small and is badly cut up, making difficult the matter of fitting in shelving. It is understood that the school building is to be enlarged. When this comes about it is to be hoped that the subbranch will have sufficiently justified itself to secure in such extension a larger room with an outside entrance over which there will be a Public Library sign.

It will be noted that in the circulation statistics of the two subbranches the juvenile figures greatly exceed the adult. This is probably inevitable in any branch in a schoolhouse, since many adults will think that the library is exclusively for children if they even know of its existence. An outside entrance and a sign would help to overcome that misunderstanding.

During the coming year a branch library is to be opened in the Eastern High School. This will afford a further opportunity to test the experiment of conducting branch libraries in public school buildings. It is thought that they will meet the library needs of suburban communities, at least until branch libraries in separate buildings are justified. (Summarized from the report of Ada C. Cotton, branch librarian of Chevy Chase and Tenley subbranches, but with additions by the librarian.)

EXTENSION WORK

The extension division reports the following as the most informing occurrence in each of the three sections of its work:

High-school work, although it decreased in the number of volumes sent out, gives in most cases a satisfactory showing for circulation per volume—an average of 12 issues. The record of Eastern High School sets a pace, with an average of 30 issues per volume. The total high-school circulation was 38,062 volumes.

Stations are fewer in number than at any time during the last 10 years. Of the 9 in operation, 2 are located in department stores, 2 in Government departments, 2 in settlement houses, and 1 at the Americanization School. Although an increase of 1,556 is reported in the circulation for these nine stations, their possibilities, when the necessary requirements are provided, are not yet developed. The total station circulation was 23,983 volumes.

Interlibrary loan work reports 4,845 volumes sent to major branches and subbranches as temporary loans. A careful estimate gives 7,200 slips traced for these requested books. When it is pointed out that the staff has consisted of two half-time assistants, one half-time page, and for six months only, one full-time person, this bulks as no small physical feat.

In addition to the regular routine of the division the book order for the new Eastern High School branch library was made up and placed. The extension book collections, especially the juvenile, were weeded and strengthened by adding new titles, live new allotments were made to the stations, and old material was simultaneously called in. The office of the division was redecorated and refurnished, making it an attractive place for consultation and work. (From the report of Charlotte H. Clark, acting supervisor, extension division.)

REFERENCE SERVICE

Reference service in many fields of knowledge has been extended to students, teachers, club members, writers, professional and business men, research workers, and others through the reference room and the industrial division of the central library and its branches. The director of reference work has been in immediate charge of the reference room and has supervised the industrial division as to general policies, personnel, and selection of books and periodicals. Branches have been visited and advised in regard to reference collections; recommendations were made for reference books for the new Eastern High School branch. Staff meetings have been held for the study of reference material. At the better homes exhibit of the Washington Real Estate Board the library had a display of books and periodicals on home economics and interior decoration and a model home library, planned by the reference department and made possible by the cooperation of other departments of the library.

In the reference room a record was kept of 9,338 questions, of which 926 were telephone calls. These have ranged in difficulty from a simple telephone inquiry "How do you spell 'occasion'?" to a request from a District of Columbia official for material on the relation of playgrounds and schools for use in the preparation of a speech. Government department libraries frequently telephone for information not available in their special collections. For instance, a statement thought to be by Macaulay on the value of roads was verified for the Bureau of Public Roads. The collection of books on Washington has been made reference and the file of pamphlets and clippings revised. A few typical questions are information on the buildings on the triangle, soon to be torn down; old restaurants and hotels; and the advantages of Washington as an industrial center. An extensive research problem at the request of the librarian was the examination of 861 books on sociology and related subjects to find what mention had been made of the place of the public library in the community. A list of books on birds, prepared in cooperation with the Washington Audubon Society, was published in the series of reference lists. (From the report of Emma Hance, director of reference work.)

INDUSTRIAL INFORMATION

There is a growing demand for reference assistance in the industrial division. Such examples as the following will serve to illustrate in part the very practical help that users get from the industrial division: Two stone workers came in one rainy day for information as to how to clean granite and marble. When they found that it was so easy to get information of value to them in their work they came in every day for two months when the weather prevented them from working outside. Two men who were preparing to become chefs spent two days copying recipes from cook books. They told the assistant, upon leaving, that the information which they got was worth hundreds of dollars to them, for they had already graduated from six schools in this country and were on their way to Paris to study, and the bread recipes, particularly, which they found here they had been able to get nowhere else. A heating and ventilating engi-

neer who was studying the question of radiation for domestic heating plants wanted to find a solvent for grease which gets into boilers from the pipe joints and forms a coating in boilers which prevents the radiation of the maximum amount of heat. He hopes to put a preparation on the market that will be cheap and can be used by the housewife and thereby save the cost of an expert. There are many other examples of such questions, but these give an idea of some phases of the work done with the library users. In addition to aid in solving these practical questions, the work with high school and college students, the foreign service school, and some graded school students bulks large in the reference work. Questions on home building and gardening are always a part of every day's work. Calls from the various departments of Government, both District and Federal, and other agencies in Washington continue with growing frequency.

There are 832 reference books and 22,000 circulating books in the division, 151 trade directories, 10,000 trade catalogs, and 277 periodicals and house organs.

Circulation figures show a slight decrease over last year. The slow change that is taking place in the expanding library system is working toward a more purely reference center for the main library. (From the report of Ruth H. Todd, chief industrial division.)

WORK WITH CHILDREN

The juvenile circulation for the past year was 697,145, a gain of 73,119, or 11½ per cent. This use of books was in the central children's room, three branches, two subbranches, and through classroom libraries sent to schools. The work always grows faster than the staff, and it grows of its own momentum, without advertising or stimulation. One parent or teacher or child tells another, and the increase is steady and sound, not sporadic. That the work is growing is shown by the fact that in eight years it has increased 168 per cent. The advisory and reference work keeps pace with the circulation. Several more persons could be used, particularly at central, to take care of adults seeking help in regard to children and children's books.

A considerable amount of bibliographical work has been done, the largest job being the "Illustrators" list published in the Bulletin of Bibliography and in pamphlet form. Three lists for distribution, one for sick children, called "The Land of Counterpane," was prepared at the request of the superintendent of hospital libraries, medical service, United States Veterans' Bureau, for the American Medical Association Conference which met in Washington in May. Two other lists were "The Road to Anywhere" and "Days."

Requests for book service to children come from all over the District of Columbia. The distances are great and traffic conditions unsafe. These citizens seeking library service have the right to a service equal to that given in any comparable city. It must not be overlooked that they are not receiving it, though the staff strives to accomplish as much as possible and to make each book as useful as possible. The per person volume of work and the per volume circulation is high. To do more for the children of the city in this constructive library way means more branches, more staff, more books, and more working space. Need Washington lag? (From the report of Louise P. Latimer, director of work with children.)

WORK WITH SCHOOLS

Upon transfer to other duties on July 1, the supervisor of work with schools will have completed eight years in that position. During that period the problems requiring special consideration have been the policy of the library toward the schools division in the face of the increase of branch libraries, relations with the junior high school as a new factor in the educational system of the city, and the development of work with parochial schools and with those upper grades of the public schools not yet reorganized with the junior high group.

Statistics record a satisfying growth during this eight-year period; in circulation from 188,448 volumes in 1919 to 340,163 volumes in 1927; expansion of the book collection from 18,000 to 33,886 volumes; and increase in professional staff from 3 to 6 persons and in pages from 2 to 3.

The schools division has been developed in the absence of branches as an expedient for reaching children with home reading. The tardy materialization of the branch program, however, finds this work with schools deeply rooted in the service to the community, as the statistics for 1927 clearly indicate. Aside from the value in furnishing supplementary reading, the schools division makes another peculiar contribution; the development of readers from nonreaders, the establishment of the reading habit with the average child, makes the school work a feeder for branch children's rooms, supplementary to them and not to be discarded with branch library development. Work with schools, large as it has already grown to be, has not exhausted the possibilities of future expansion. Much intensively and extensively is still before it. It is with the conviction of its vital future and real reluctance that the supervisor retires from this absorbing field of work with children. (From the report of M. Ethel Bubb, supervisor, work with schools.)

THE FINE ARTS AND EXHIBITIONS

The art division closed the year with the largest circulation of pictures in its history. There were 133,597 mounted pictures circulated, a gain of 15,171. These were lent to 1,077 teachers in 155 public schools of all grades, and to 4 parochial and 18 Sunday schools. Sets of pictures were also issued regularly to 10 clubs and 3 colleges, in addition to those issued to meet a large number of miscellaneous requests.

An important innovation, which perhaps justified the change in name from the picture division to the art division, was the removal of 3,000 art books from closed stacks to open shelves in the picture division. Supplementing the art books with pictures and vice versa has been one of the most interesting phases of the work and has created a demand for art books hitherto unknown to many readers.

The most notable event of the year was the acquisition of copies of all the Medici prints of the old masters now available. A gift of \$500 was received from the Twentieth Century Club through the activity of Mrs. Otto L. Veerhoff, chairman of the club's art section. This permitted the purchase of 75 of the prints. The library com-

pleted the series with the purchase of 157 prints, and later added to the collection 72 prints of modern art after American and foreign artists.

To meet the inquiries for methods and range of subjects contained in the collection and pictures suitable for various grades, an outline of the collection was compiled and mimeographed for distribution. A bibliography on pictures in visual education was also compiled.

A list of pictures available for third semester English teachers in high schools was furnished to the head of the English department of the high schools, for incorporation in a pamphlet compiled for the use of the English teachers. At the request of the head of the department of visual education in the public schools, pictures were selected from which to make slides for picture machines to illustrate the courses of study in the various grades.

An opportunity was given the members of the Twentieth Century Club to view the Medici prints at a meeting held at the central library. To give an idea of the resources of the picture collection groups of pictures on different subjects used by schools, commercial artists, etc., were also exhibited. An interesting exhibit of rare old Chinese prints and articles was loaned by the National Museum. The model of a temple, an adaptation of the Taj-Mahal, designed by Professor Remy, was viewed by many and aroused considerable interest. A sample set of pictures and an outline of the pictures on industrial subjects formed part of an exhibit at the industrial exhibition in the Washington Auditorium. (From the report of Dorothy H. Stokes, in charge of the art division.)

BOOK SELECTION AND ACQUISITION

In October, 1926, responsibility for book selection was intrusted to the order division. Although final review and decision remain as formerly with the chief librarian, the selection of books for purchase is initiated by the division. Prompt acquisition of new book information, close cooperation with other departments as to their book needs, and coordination of library ordering with dealers' shipping possibilities, increased the order division's usefulness for the public.

In a year which otherwise may be considered as normal, inasmuch as there were no extraordinary purchases necessary for the stocking of new branches, 26,893 books were accessioned by the order division. Of this number, 22,694 were purchased at an average cost of \$1.37 per volume; 14,639 books were withdrawn. The net strength of the collection passed the 300,000 mark in September and on July 1, 1927, numbered 307,471 volumes. As in past years, the accession list has been augmented by transfers from the Library of Congress (2,259 volumes), review copies from the Evening Star (657 volumes), and current nonfiction by purchase at the request and expense of Mr. G. H. Paine. Among other gifts received during the year were valuable collections from the late Henry E. Davis, Esq., and the Hispanic Society of America, and two collections of magazines of about 800 copies each from Mrs. Lawrence Todd and the Cosmos Club; 500 volumes were also received by transfer from the library of the Department of State. (From the report of Ralph L. Thompson, chief, order and accessions division.)

THE CATALOGUES

The steady expansion of the library system has caused a corresponding increase in the activities of the catalogue department. There were 29,377 volumes classified, shelf listed and catalogued; 4,797 were new titles and analytical entries made for books of composite authorship, or treating of a variety of topics.

The revision of the Cutter classification, as used in this library, has been completed. The further expansions, added from time to time, were typed on loose sheets, arranged in logical sequence, leaving space for growth, and the whole bound in two volumes. A copy of the entire classification, as revised, will be prepared for binding and made available for public use.

In order to make more available the reproductions of the works of great artists to be found in the picture division, 772 mimeographed cards, giving the names of the artists, were inserted in the public catalogue. An index of reproductions furnished by the picture division was used in checking the entries already on file. It was found that only one-third of the artists indicated were represented in the catalogue, which was thereby strengthened by the addition of several hundred entries.

The closing activity of the fiscal year was the cataloguing of nearly 2,000 volumes for the stocking of the new Eastern High School branch. Statistics show that branch cataloguing has doubled within the past two years. The department at present is responsible for the upkeep of the shelf lists and catalogues of three branches and three subbranches. (From the report of Julia H. Laskey, chief, catalogue department.)

BOOKBINDING

The increased circulation in the library system brought to the binding division in excess of 5,000 volumes more than in the preceding year. There were 11,329 volumes bound, 887 volumes recased, 2,565 current magazines reinforced, and 21,537 volumes and pamphlets handled for backing, gilding, reinforcing, etc. This work was the product of the library bindery, with the exception of 6,000 volumes bound by an outside firm. The figures do not include the current repair work carried on by an assistant in the department. Such work consists of mending torn leaves, tipping in plates and pages, and making other minor repairs.

Loose-leaf binders were made for several Washingtoniana volumes, viz. "Monuments of Washington," "The White House," etc. The policy is an excellent one, as additional articles are frequently found and can be mounted and inserted easily.

The annual reports of libraries in cities of above 200,000 population are being bound. As several of the larger libraries have not published a report for the past 7 to 13 years, the record of growth and activity for sections of the country is necessarily incomplete.

Experiments have been made in the use of "Leathervita" as a lubricant and preservative of leather. It is easily applied and is absorbed almost immediately, cleaning and softening the leather. (From the report of Elizabeth P. Gray, curator of collection and supervisor of binding.)

EDITORIAL AND PUBLICITY WORK

Publication of the monthly bulletin, which was suspended in 1922, was resumed in November, 1926, but under a different policy and in a different form from the earlier bulletin. The new bulletin, which is entitled "Your Library," has been planned to promote a sense of comradeship between the public and the library, to advertise some of the older as well as the newer books, to translate the resources of the library to the public, and to create a feeling of responsibility toward the library on the part of library users and the public in general. Eight numbers of the bulletin were published.

An attempt was made to keep the reading public in touch with the library's relationship to the events of the day by sending timely articles to the newspapers. The newspapers were, as always, generous in allotting space to library matters. In addition to the five versions of any article sent to the daily papers, articles were also sent to the *Trades Unionist*, *Labor*, the *Federal Employee*, *Typothetae Bulletin*, and other local publications.

Efforts were made to reach the public through exhibits at local shows in the Washington Auditorium, such as the better homes exhibition and the industrial exhibition. The library was represented by an exhibit at the National D.A.R. Convention.

Displays of books with notices of the library's accessibility were placed in store windows in different sections of the city and attracted many window shoppers. The library was particularly fortunate in securing the cooperation of Woodward & Lothrop, through the head of that store's book department, to the extent of an F Street window. This window contained children's books selected by the young peoples' department of the library as Christmas gift suggestions.

Invitations to join the library were planned, printed, and distributed about the city through stores, schools, and clubs. A welcome from the librarian to new registrants was planned and printed and is given out at the registration desk to each new borrower.

Notices connecting the library with current plays were sent to the theaters and printed on several programs, such as, *If I Were King*, *Old English*, *What Every Woman Knows*, etc., and such as *Ben Hur*, a motion-picture play. (From the report of Mary E. Clark, editorial assistant until June 14.)

APPOINTMENTS AND STAFF TRAINING

The Public Library has never been brought under the civil service laws. The act creating the library vests in the librarian the responsibility for the appointment of all his assistants. In the exercise of this duty the spirit of civil-service standards has been consistently maintained; that is, in making appointments only those measuring up to the highest obtainable standards in personality, education, professional training, and experience have been appointed.

In recruiting the staff during earlier years only occasionally was it possible, because of the small salaries fixed in appropriation acts, to make appointments from persons with advanced education and with professional training received at the regular library schools.

Most recruiting was from those who had taken the course in the library's own training class. Many of the most responsible positions of the library are now filled by those who entered the library's service in that way. Some of these have later taken courses in the regular library schools, or have pursued other general or special educational courses or have otherwise fitted themselves for advancement.

In the last few years the problem of recruitment and the method of training of recruits have undergone marked changes, simplifying and improving the situation. The operation of the classification act of 1923 as applied to the library service has very greatly improved the scale of salaries, so that it has now become possible for this library to compete with other libraries in salaries paid for comparable work, with the result that as vacancies arise or new positions are set up the library can draw into its service highly qualified persons from other libraries to fill the more responsible posts and can fill intermediate positions from the recent graduates of the library schools. Naturally there are promotions from the ranks whenever the requisite qualifications are in evidence.

Junior positions are for the most part filled from those who have taken library training courses in the George Washington University and have completed the required supervised practice work in this library. This plan is working fairly well and will be continued. There are advantages and disadvantages as compared with the former plan of the library's having its own training class. By the present plan the library's overburdened staff is relieved for the most part of giving technical instruction; however, the period of practice work that it has been found feasible to arrange is too short and too much broken to afford the best opportunity to test the capabilities of candidates to do sustained work of the best quality. However, as the candidates are for the most part pursuing other college studies and many of them are disposed to continue their courses toward degrees even after appointment, the resultant should secure an admixture of better educated and better trained people.

The better salary conditions have justified the demanding of higher standards of education and training throughout the staff. Exclusive of several pages who are taking college courses but whose work in the library is incidental to their education, no less than 20 members of the staff have during the past year been enrolled in various courses at the George Washington University where they are working toward degrees. Two of these have been taking post-graduate courses. Staff courses in cultural subjects have been carried on for the last two years by the readers' advisors group. A year ago the course was in biography; the past year the subject was ancient history. The method followed has been that of papers, reports, and discussions, but a few outside lecturers have participated.

The George Washington University courses in library science are excellent as far as they go, but thus far but a small fraction of the field is covered. A great desideratum is the development here of a full-fledged library school, at least of the senior undergraduate grade. Ultimately Washington should have a library school of advanced graduate grade. Nowhere else are the needs and opportunities greater.

CLASSIFICATION, EFFICIENCY RATINGS, AND RESIGNATIONS

The operation of the classification act is helpfully improving the library service. Appeals for higher allocations were granted in the case of two higher positions—chief order and accessions division and supervisor of extension work. In both cases the granting of these appeals made it possible to secure from other cities persons with advanced education and training and with special personal and experience qualifications. There still remain to be corrected the allocations of a few more chiefs of major and minor departments and divisions, including especially the director of reference work and her principal assistants. The positions of chief librarian and assistant librarian are still one grade below what they should be.

The operation of the efficiency ratings as applied to the library continues unsatisfactory. One of the chief purposes of such ratings is as an indication of the granting of increments in pay. According to ratings received nearly the entire staff are entitled to such increments. But because only a very small amount of appropriation is granted for the purpose and nearly all of that is absorbed by the reallocation of positions to higher grades at advanced salaries, very little is left for use in granting the increments that, according to the efficiency ratings, have been earned. This seems unjust to the great majority who are denied such increments. Increments were granted to 9 employees on January 1 and to 12 at the beginning of the current fiscal year.

From a total staff of 147 (exclusive of 6 in the bindery, but inclusive of employments from the desk fund and on the temporary roll) there were 49 resignations—22 from the professional, subprofessional, and clerical staff, 18 from the messenger and page force, and 8 from the building force. The turn-over was therefore 33 per cent.

PROFESSIONAL ACTIVITIES AND SPIRIT

Two annual conferences of the American Library Association were held during the period covered by this report. The semicentennial conference held at Atlantic City and Philadelphia in October, 1926, was attended by 22 members of the staff. The Toronto conference held in June was attended by 26 staff members. A large part of the staff are members and regularly attend the meetings of the District of Columbia Library Association. The librarian and other members of the staff have also participated in the committee work of the American Library Association. Louise P. Latimer, director, and Charlotte H. Clark, assistant to the director of work with children, were respectively chairman and vice chairman of the children's section of the American Library Association. Miss Latimer and Ethel Bubbs, supervisor of work with schools, read papers respectively on "Reading with a purpose" and "Reading without a purpose" before the children's section meeting at the Toronto conference. Both papers are published in *Libraries* for July, 1927. Grace B. Finney, chief circulation department, read before the lending section meeting of the Toronto conference a paper on "The humanity of the fiction reader."

The better-salary situation, the occasional introduction into the staff of well-trained recruits from other libraries and the library

schools, the setting up of constantly improving standards of service to the public, the steady expansion of the library, and the prospects for still greater expansion have all combined to serve as a tonic and a stimulus for constantly improved individual achievement on the part of staff members, with the result that a fine professional spirit of service pervades the staff, making the leadership of such a group a pleasure to the librarian.

FIVE-YEAR EXTENSION PROGRAM

Last year's report recorded the enactment by Congress of an amended library law. The law is a good foundation on which to build, but apparently actually to secure the appropriations needed to develop the library so that it will within a reasonable time measure up to the standards set forth in its organic act it is necessary to secure from Congress the enactment of a definite program of library extension. Such a program is contained in House bill 16953, introduced by Representative Ernest W. Gibson, late in the last session of Congress. (Revised text, pp. 25-26.)

The most important event leading to the introduction of the bill was the receipt in November, 1926, from the president of the Carnegie Corporation of a letter (see p. 28) announcing that no further gifts of branch library buildings may be expected. The buildings housing the central library and the three existing major branch libraries had all been erected from funds contributed by Andrew Carnegie and the Carnegie Corporation, a total of \$682,000. The corporation had sometime ago discontinued the giving of library buildings to other cities, so that its action with respect to Washington was not unexpected.

When it became known that all future library development must depend exclusively on public funds, a hearing before the Gibson Subcommittee of the House District Committee was sought in order to set forth how far short the library falls of rendering the service expected of it and what is needed to make the library measure up to reasonable standards. The subcommittee was most sympathetic in its attitude toward the representatives of the library, who were supported by representatives of various civic bodies. A bill to carry out the program as presented to the committee was then drafted with the skillful help of the legislative bill drafting office and introduced by Representative Gibson. In view of the lateness of its introduction and the crowded condition of the calendar the bill was not pressed. It has, however, been widely discussed. The local newspapers have summarized and supported it editorially. It has been presented to a large number of civic bodies and has been widely and uniformly indorsed. The bill has been slightly modified, especially to indicate general localities to be served, instead of mentioning specific street intersections as sites.

The bill as revised is designed to authorize such appropriations as may be necessary in the aggregate to provide that within the five years beginning with the fiscal year 1929 a building and extension program shall be put into effect which will afford adequate public library facilities convenient to the homes and offices of all residents of the District of Columbia as required by the library's organic act. The program includes the enlargement of the central library build-

ing to provide adequate space for the housing of books, the service to readers, and the administration of a large public library system; the construction and equipment of a sufficient number of branch library buildings not exceeding 13, so located as to provide library service to the population residing in thickly built-up areas; the equipment as branch libraries of suitable rooms in public school buildings, not exceeding 25, and of suitable rented quarters, not exceeding 8, in neighborhoods where rooms in school buildings are not available; the equipment as branch libraries, not exceeding 3 in number, of suitable rooms in Federal and District of Columbia Government buildings, if available, to provide library service convenient to the offices of Government employees; and, in general, to provide in the District of Columbia a program that will exemplify the best in planning, construction, and equipment of library buildings and rooms. The program is based on more than 20 years of experience in the administration of this library and on a long study of the problem and how to meet it.

The bill has been forwarded to the District Commissioners for their approval. In their consideration of it they have had a study of costs made by one of the assistants to the Engineer Commissioner, who reports that the outside cost of the enlargement and equipment of the central library, the sites and buildings for 12 specified branch libraries, and the alteration to the Conduit Road School for use as a branch library will be \$1,796,500. (See report, pp. 26-27.) It is hoped that the District Commissioners and the Bureau of the Budget will give the necessary approval to the bill so that it may be introduced into the Senate and House promptly on the convening of Congress.

ANNUAL ESTIMATES FOR FISCAL YEAR 1929

The library's appropriation for the fiscal year 1928 totals \$300,420. Inasmuch as the amended library law requires that beginning July 1, 1927, all fines and penalties shall be paid over to the collector of taxes for deposit in the Treasury to the credit of the District of Columbia, the appropriation will for the present year be supplemented only to the extent of the small balance of desk-fund collections unexpended at the beginning of the year, and hereafter the library must be maintained solely from appropriations. Attention is called to the fact that for the past year the desk-fund collections (fines, penalties, duplicate collection charges, payments for books lost and injured, etc.) amounted to nearly \$17,500. As the library service expands each year's collection will be larger.

The estimates for 1929 (summary on p. 24) as approved by the library trustees and filed with the District Commissioners total \$505,750. Of this total \$112,500 is proposed for the purchase of branch library sites and for plans and specifications for buildings and \$393,250 for library service. Of the maintenance item, \$337,350 is proposed to bring the present organization, central library, and branches, up to higher standards and \$55,900 is proposed to establish and maintain branch libraries in six more school buildings and another branch in rented quarters.

The Census Bureau's estimate of the population of the District on July 1, 1927, was 540,000. It is therefore safe to say that for the fiscal year 1928-29 the population will be not less than 505,750, so that if the estimates of the library trustees should be appropriated entire they would represent not more than \$1 per capita of the District's population. If the proposed maintenance item of \$393,250 should be appropriated entire, on the basis of a minimum population of 505,750, the per capita maintenance expenditures for the library would be but 77.7 cents, as compared with the minimum standard for municipal public library maintenance set up by the American Library Association of \$1 per capita and as compared with library maintenance expenditures of other American cities above \$1 per capita, such as Cleveland, \$1.39, and Boston, \$1.24.

Although the library has made no rapid strides forward during the past year, yet there has been distinct progress. Moreover, the prospects for the success of the legislation providing for the five-year building and extension program seem so encouraging as to promise more rapid development of the library system so that in the near future it may be enabled actually to measure up to the standards set forth in the first section of the act of Congress creating it, which provides that "said library shall consist of a central library and such number of branch libraries so located and so supported as to furnish books and other printed matter and information service convenient to the homes and offices of all residents of the said District."

In reviewing the twenty-third year of my work as Washington's public librarian I wish to renew my thanks to the library trustees for their confidence and support.

Respectfully submitted.

GEORGE F. BOWERMAN,
Librarian.

THE TRUSTEES OF THE FREE PUBLIC LIBRARY.

APPENDIX TO LIBRARIAN'S REPORT

LIBRARY STATISTICS—AMERICAN LIBRARY ASSOCIATION FORM

Name of library: Public Library of the District of Columbia.

Annual report for the year ended June 30, 1927.

Population served: 528,000 (Census Bureau estimate for July 1, 1926).

Terms of use: Free for lending and reference.

Total number of agencies: 201.

Consisting of: Central library, 1; branches, 3 (in their own buildings); sub-branches, 2; colleges, 4; schools, 170 (2,027 collections sent to 679 classrooms in 157 schools); stations, 9; playgrounds, 1; summer camps, 6; miscellaneous, 5.

Number of days open during the year (central library), 310 (closed all Wednesdays, 3 p. m.; Saturdays, 1 p. m., June 17 through September 11; Sundays and holidays, July 1 through August 31, 1926).

Hours open each week for lending (central library), 66.

Hours open each week for reading (central library), 70 (Sundays and holidays open 2 to 6 p. m., September 1 through June 30).

Hours service per week required of staff: 40½ (38½ June 17 through September 11).

Number of staff: 153; library service, 125; janitor service, 22; bookbinders, 6.

BOOK STOCK

Number of volumes at beginning of year-----	295,217
Number of volumes added during year-----	26,893
By purchase-----	22,694
By gift or exchange-----	3,963
By binding-----	236
Total-----	322,110
Number of volumes lost or withdrawn-----	14,639
Total number at end of year-----	307,471
Of this number there are in reference department-----	22,517
Number of pamphlets received-----	5,825
Number of pictures, photographs, and prints added-----	1,570
Total number of pictures, photographs, and prints-----	62,746
Other additions: Maps-----	6

Number of periodicals currently received: 593 titles, 866 copies; newspapers, 8. Number of publications issued: Annual report, monthly bulletin, 1 number of reference list, and several miscellaneous.

USE OF COLLECTION

Number of volumes of fiction lent for home use (adult, 403,889; juvenile, 381,501)-----	785,390
Total number of volumes lent for home use (adult, 699,493; juvenile, 708,006)-----	1,407,499
Per cent of fiction of total volumes lent (adult, 57; juvenile, 54)-----	55
Circulation per capita-----	2.66
Number of pictures, photographs, and prints lent for home use-----	133,597

Other circulation: Many clippings circulated but no record kept.

Number of persons using the library for reading and study: Large but not recorded.

REGISTRATION

Number of borrowers registered during the year (adult, 16,138; juvenile, 7,312)-----	23, 450
Total number of registered borrowers-----	68, 777
Registration period, 3 years.	
Per cent registered borrowers of population served-----	13

FINANCE

Receipts from—

Congressional appropriations-----	\$271, 815. 00
Invested funds-----	120. 00
Fines and sale of publications-----	13, 425. 41
Duplicate pay collection-----	2, 356. 45
Gifts-----	633. 04
Interest on deposits-----	20. 74
Other sources-----	1, 815. 24
Unexpended balance from previous year-----	2, 095. 90
Grand total-----	<u>292, 323. 83</u>

Payments for maintenance:

Library operating expenses—

Librarians' salaries-----	179, 137. 91
Books-----	30, 833. 62
Periodicals-----	2, 411. 00
Binding-----	12, 500. 00
Supplies, stationery, printing, etc-----	12, 137. 65
Furniture, equipment, etc-----	12, 401. 74
Telephone, postage, freight, express-----	1, 987. 51
Total-----	<u>251, 409. 43</u>

Building maintenance expenses—

Janitors, mechanics, wages, etc-----	20, 051. 30
Cleaning supplies and equipment-----	1, 502. 37
Building repairs and minor alterations-----	11, 965. 50
Heat and light-----	6, 299. 99
Other items-----	1, 095. 24

Total-----	40, 914. 40
Total maintenance expenses-----	<u>292, 323. 83</u>

Maintenance expenditure per volume of circulation-----	\$0. 206
Maintenance expenditure per capita-----	. 549

REPORT OF TREASURER

(July 1, 1926–June 30, 1927)

RECEIPTS, DESK FUND

Balance on hand June 30, 1926-----	\$1, 877. 39
Fines:	

Issue department (central library)-----	\$5, 815. 13
Juvenile department (central library)-----	1, 417. 12
Industrial department (central library)-----	781. 51
Takoma Park branch-----	634. 82
Southeastern branch-----	1, 167. 18
Mount Pleasant branch-----	3, 321. 73
Chevy Chase subbranch-----	132. 92
Tenley subbranch-----	41. 59
Stations-----	63. 61

Total-----	13, 375. 61
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Duplicate collection	\$2,356.45
Reserves	237.03
Reissued cards	236.80
Books lost and injured	1,083.69
Catalogues sold	119.80
Refunds on magazines	7.00
Nonresident fees	60.00
Interest on account	20.74
Total	19,374.51

EXPENDITURES, DESK FUND

Books	2,556.48
Services of assistants	10,389.21
Periodicals, subscriptions	557.29
Membership fees in learned societies	21.00
Reimbursing emergency fund	150.00
Postal cards and stamps for overdue notices, etc.	660.00
Traveling expenses	469.39
Auditing accounts	20.00
Premium on bond of treasurer	6.25
Upkeep of Dodge and purchase of new Dodge (\$1,072) ..	1,364.19
American Library Association lists, "Reading with a purpose" ..	201.40
Printing	230.92
Change funds for Chevy Chase and Tenley subbranches ..	5.00
Medici prints	926.64
Drafting services, municipal architect, District of Columbia ..	53.39
Miscellaneous	16.00
Total disbursements	17,627.16
Balance on hand June 30, 1927	1,747.35
Total	19,374.51

Donation fund, including Henry Pastor memorial fund, Women's Anthropological Society fund, and vending-machine fund

George F. Bowerman, treasurer, in account with the Public Library:

RECEIPTS

To balance on hand June 30, 1926	\$218.51
Vending-machine fund	94.53
Woman's Anthropological Society fund	60.00
Henry Pastor memorial fund	60.00
Chevy Chase station for books	58.87
G. H. Paine	14.73
Unclaimed deposits	16.41
Money found in building	11.54
Parent-teachers' association	15.00
Twentieth Century Club	500.00
Sale of magazines	68.24
Southeastern borrower	5.00
Social Hygiene Society	11.49
Total	1,134.32

EXPENDITURES

Membership fees in learned societies	21.00
Periodical subscriptions	40.16
Books	90.69
Vending-machine supplies	71.25
Printing lists	25.00
Medici prints	500.48
To balance on hand June 30, 1927	385.74
Total	1,134.32

The library is supported principally from congressional appropriations, which are disbursed on pay rolls and vouchers audited by the District of Columbia auditor. A complete statement of library receipts and expenditures would therefore combine these appropriations with the funds controlled by the library trustees. Appropriations revert unless expended within the fiscal year, so that there are no balances from them to carry forward. The following summary combines receipts and expenditures from appropriations and from the desk and donation funds:

RECEIPTS

Congressional appropriations, central library and branches:

Salaries—

Regular roll	\$182,300.00
Sunday and holiday roll	3,000.00
Employment of substitutes	3,500.00
Books and periodicals	30,000.00
Binding	12,500.00
Contingent expenses	20,000.00
Postage	515.00
Repairs and improvements	20,000.00

Total congressional appropriations	271,815.00
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Desk fund:

Balance June 30, 1926	1,877.39
Receipts, including interest	17,497.12

Donation fund:

Balance June 30, 1926	218.51
Receipts, including interest	915.81

Total desk and donation fund receipts	20,508.83
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Total receipts	292,323.83
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EXPENDITURES

Central library and branches:

Salaries (exclusive of bindery)	\$199,189.21
Books	30,833.62
Postage	1,175.00
Subscriptions to periodicals	2,411.00
Membership fees in learned societies	42.00
Binding services	8,032.60
Binding supplies	1,151.65
Binding, outside work	3,315.75
Contingent expenses	22,675.72
Upkeep of Dodge and purchase of new Dodge (\$1,072)	1,364.19
Repairs and improvements	20,000.00

Total expenditures	290,190.74
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Balance, desk and donation funds	2,133.09
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Total	292,323.83
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AUDIT BY FINANCE COMMITTEE OF LIBRARY TRUSTEES

We, the finance committee of the board of library trustees, hereby certify that we have had the accounts of the treasurer of the board audited, so far as the same relate to the desk and the donation funds, including the Henry Pastor memorial fund, the Woman's Anthropological Society fund, and the vending-machine funds, receipts, and disbursements, and find that all the receipts have been collected and accounted for; that the disbursements are represented by canceled checks and vouchers, and that the same are correct. We also certify

that the balances shown by the report of the treasurer correspond to the balances in bank.

C. J. BELL, *Chairman*,
JOHN B. LARNER,
FRANK J. COLEMAN,
Finance Committee.

WASHINGTON, D. C., August 31, 1927.

This is to certify that I have audited the desk-fund and donation-fund accounts of the Public Library and find that there was on hand in the desk-fund account on the 1st day of July, 1926, the sum of \$1,877.39; that the receipts during the year ended June 30, 1927, amounted to the sum of \$17,497.12, and that the expenditures for the same period amounted to the sum of \$17,627.16, leaving a balance in the hands of the treasurer as of June 30, 1927, of \$1,747.35, which amount is shown to be on deposit in bank after allowance for outstanding checks.

I find that the balance on hand July 1, 1926, in the donation-fund account was \$218.51, and that the receipts during the year amounted to the sum of \$915.81, and that the balance on hand as of June 30, 1927, amounted to the sum of \$385.74.

Respectfully submitted.

A. S. VIPOND, *Auditor.*

SUMMARY OF ESTIMATES, 1929

The following is a summary and analysis of the annual estimates for 1929 as approved by the board of library trustees and filed with the District Commissioners:

Appropriation, 1928-----	\$300, 420
Increases proposed:	
1. For present establishment—	
Relocations-----	\$1, 200
Increments-----	6, 900
New positions-----	26, 330
Miscellaneous-----	2, 500
Total-----	36, 930
2. For new service projects—	
5 new branches in schools-----	\$44, 240
Rhode Island Avenue branch-----	11, 660
Total-----	55, 900
Total proposed for service-----	393, 250
3. For building and extension projects—	
Site for northeastern branch-----	\$25, 000
4 other sites-----	75, 000
Plans and specifications for northeastern branch-----	2, 500
Plans and specifications for central building enlargement or rental of additional space for administration-----	10, 000
Total-----	112, 500
Grand total estimates for 1929-----	505, 750

BUILDING AND EXTENSION PROGRAM BILL

Representative Ernest W. Gibson introduced, on February 4, 1927, a bill (H. R. 16953) providing for a five-year building and extension program for the library. It is here reprinted. However, for the original section 2 (c) there has been substituted new language, approved by the library trustees, designed to describe the sections of the District to be served by branch libraries instead of attempting to fix, even approximately, the sites of such branch libraries. The bill with such amendments follows:

A BILL To provide a five-year building and extension program for the free public library system of the District of Columbia

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it is the purpose of this act to provide a five-year building and extension program which will afford adequate public library facilities and service convenient to the homes and offices of all residents of the District of Columbia as required by the act entitled "An act to establish and provide for the maintenance of a free public library and reading room in the District of Columbia," approved June 3, 1896, as amended, and will accomplish the following objects: (a) The enlargement of the central library building to provide adequate space for the housing of books, the service of readers, and the administration of a large public library system; (b) the construction and equipment of a sufficient number of branch library buildings so located as to provide library service to the population residing in all thickly built-up areas; (c) the equipment as branch libraries of suitable rooms in public-school buildings and of suitable rented quarters in neighborhoods not otherwise served; (d) the equipment as branch libraries of a sufficient number of suitable rooms in Federal and District Government buildings, if available, convenient to Government offices; and (e) in general, to provide in the District of Columbia a program that will exemplify the best in planning, construction, and equipment of library buildings and rooms.

SEC. 2. The Commissioners of the District of Columbia, hereinafter referred to as the "commissioners," are authorized, within the five-year period beginning July 1, 1928—

(a) To make such extensions and/or alterations of the central library building at Mount Vernon Square as may be necessary to provide adequate facilities for the storage of books, the service of the public, and the general administrative work of the public library system.

(b) To rent a building or space in a building satisfactory to the board of library trustees and convenient to the central library for storage for books and office space for administrative purposes pending the completion of the extensions and/or alterations provided for in paragraph (a), or in lieu of making such extensions and/or alterations.

(c) To acquire, by purchase, condemnation, or otherwise, suitable plots of land for sites for the following new branch libraries (to be located upon sites approved as to suitability of location and size by the board of library trustees) and/or such others as may be mutually agreed upon between the commissioners and the board of library trustees, but not exceeding a total of thirteen during the five-year period beginning July 1, 1928; to construct thereon library buildings each covering not less than an area of 4,000 square feet; and properly to grade, sod, seed, and plant the grounds about such buildings:

(1) Northeastern branch, to serve the section north of East Capitol Street and east of the Union Station.

(2) Georgetown branch, to serve that section.

(3) Southwestern branch, to serve the section south of the Mall and west of South Capitol Street.

(4) Anacostia branch, to serve the section east of the Anacostia River and south of Pennsylvania Avenue.

(5) Dupont Circle branch, to serve the section having Dupont Circle as a center.

(6) Calvert branch, to serve the section west and south of the Zoological Park.

(7) Eckington branch, to serve the section adjacent to the Langley Junior High School.

(8) Rhode Island Avenue branch, to serve the section north and west of the main line and east and north of the metropolitan branch of the Baltimore and Ohio Railroad tracks.

(9) Petworth branch, to serve the section west of the northern portion of the Soldiers' Home grounds and west of Rock Creek Cemetery.

(10) Connecticut Avenue branch, to serve the section north of Cleveland Park and west of Rock Creek Park.

(11) Cathedral branch, to serve the section north and west of the Naval Observatory.

(12) Sixteenth Street branch, at 5329 Sixteenth Street northwest (square 2718, lot 804), by the remodeling and enlargement of the dwelling now owned by the District of Columbia.

(d) To provide, equip, and maintain not exceeding twenty-five branch libraries in rooms in public school buildings, and for such purposes to make any necessary structural alterations in the Eastern High School, the Armstrong Technical High School, the Randall Junior High School, the Langley Junior High School, the Gordon Junior High School, the Francis Junior High School, the Stuart Junior High School, the Macfarland Junior High School, the E. A. Paul Junior High School, the Jefferson Junior High School, the Garnet-Patterson Junior High School, the Deanwood School, the Park View School, the Wesley Heights School, and the Conduit Road School buildings, and/or such other public school buildings as the board of education may designate and the board of library trustees may accept for branch library purposes.

(e) To assign school buildings no longer needed by the board of education for school purposes to the board of library trustees for use as branch libraries, and to make such structural alterations to such buildings as may be necessary to fit them for such use.

(f) To provide and maintain not exceeding three branch libraries convenient to the offices of Government employees in such suitable rooms in Federal and District Government buildings as may be available for library purposes and may be assigned to the board of library trustees for such purposes by Federal or District officials in control of such buildings.

(g) To rent quarters for branch libraries in suburban neighborhoods where rooms in school buildings are not available and near Government offices where suitable rooms are not available in Federal and District Government buildings, such quarters to be satisfactory to the board of library trustees and not to exceed eight in number at any one time; and

(h) To purchase or construct and to install in such buildings, rooms, and quarters such shelving, desks, and other appropriate library furniture and equipment as may be necessary.

SEC. 3. The plans and specifications for all such buildings, extensions, and alterations shall be prepared under the supervision of the municipal architect after consultation with the board of library trustees at whose request consulting architects skilled in the planning of library buildings shall be employed, and such plans and specifications shall be subject to the approval of the board of library trustees and the commissioners.

SEC. 4. The plans and specifications for all shelving, desks, and other library furniture and equipment provided for by this act shall be prepared under the supervision of the municipal architect after consultation with the board of library trustees and shall be subject to the approval of the board of library trustees and the commissioners.

SEC. 5. There are hereby authorized to be appropriated annually for each of the five fiscal years beginning with the fiscal year 1929 such sums as may be necessary in the aggregate to carry out the provisions of this act within such five years.

SEC. 6. This act may be cited as the District of Columbia Public Library extension act.

ESTIMATED COST OF EXTENSION PROGRAM

At the request of the District Commissioners, Maj. L. E. Atkins, Corps of Engineers, United States Army, assistant to the engineer commissioner, has reported on the costs of carrying out the larger items in the foregoing five-year building and extension program bill as modified by the library trustees. The report (slightly abridged) follows:

I have gone over the localities proposed for branch libraries with the Librarian of the Public Library and have tentatively picked out from one to six appropriate sites for a branch library at each of the locations specified in the bill.

The estimates of cost must be very approximate, due to the uncertainty as to available suitable locations at the time appropriations may be made for the purchase of sites, and the cost of construction of a library building at each of the sites is equally indeterminable. Taking into consideration the general value of property at the several proposed sites, the fact that the area to be covered by each of the buildings is to be not less than 4,000 square feet, and the general type of architecture prevailing in each location, I have the following figures to submit relative to the branch-library sites. The amounts shown have been set up as the outside figure necessary to acquire a site in case the

cheaper location has been so improved that it can not be acquired for a reasonable figure:

	Site	Building
Northeastern branch.....	\$23,000	\$75,000
Georgetown branch.....	25,000	75,000
Southwestern branch.....	¹ 20,000	75,000
Anacostia branch.....	22,000	60,000
Dupont Circle branch.....	² 100,000	150,000
Calvert branch.....	30,000	150,000
Eckington branch.....	16,000	100,000
Rhode Island Avenue branch.....	³ 10,000	75,000
Petworth branch.....	⁴ 15,000	75,000
Connecticut avenue branch.....	15,000	100,000
Cathedral branch.....	20,000	90,000
Sixteenth Street branch.....	(⁵)	75,000
Total.....	296,000	1,100,000

¹ Might be consolidated with new proposed Jefferson Junior High School as a wing of that building.

² Possibility of using old Force School site and building, or raze building and utilize site for new branch library building.

³ Might be consolidated with new proposed junior high school to serve Brookland-Woodridge territory.

⁴ Might be located on square 3216 or square 3141, recently acquired as parks, adjacent to Sherman Circle.

⁵ Site now occupied by caretaker's residence, Brightwood Reservoir. It is proposed to make alterations and addition to present building.

The Board of Education will plan to accommodate branch libraries in the 25 various school buildings designated under section 2 (d) whenever space can be provided without jeopardizing the educational program carried on in the public schools. Most of the old buildings have a room set aside for library purposes and all new school buildings have such a room.

It is planned to have the library officials take over the Conduit Road School building (one-story frame) for library purposes at such time as the new Conduit Road School is completed (appropriation for building in 1928 act). The cost of making alterations to the present building should not exceed \$500.

The question of extensions and/or alterations of the central library building at Mount Vernon Square as may be necessary is complicated by the plans that may be worked out for the solution of the traffic problem at this location. If the present building is free to expand within the present limits of Mount Vernon Square, it is estimated that \$350,000 will be needed for an addition to this building and \$50,000 for equipment. The possibility of including a new main library in the proposition of a municipal center group should be considered.

No estimate has been made as to the cost of—

(1) Rental of a building or space for the storage of books and office space for administrative purposes (as provided in sec. 2 (b)) pending the completion of alterations to main building (possibly about \$10,000 per year).

(2) Equipment of 25 branch libraries in school buildings, as provided in section 2 (d).

(3) Equipment of three branch libraries in Federal and District Government buildings, as provided in section 2 (f).

(4) Rental or equipment of branch libraries in suburban neighborhoods, as provided in section 2 (g) (possibly about \$2,000 per year each).

Tabulation of costs, with exceptions as noted above:

Sites, branch libraries.....	\$296,000
Buildings, branch libraries.....	1,100,000
Alterations, Conduit Road School.....	500
Additions to main library.....	350,000
Equipment of main library addition.....	50,000
Total.....	1,796,500

CARNEGIE CORPORATION GIFTS ENDED

In the following letter from the president of the Carnegie Corporation the announcement is made that no more funds for additional library buildings may be expected from that source by the Public Library:

CARNEGIE CORPORATION OF NEW YORK,
New York, November 26, 1926.

MR. GEORGE F. BOWERMAN,
The Public Library, Washington, D. C.

DEAR MR. BOWERMAN: Confirming our conversation of November 23. I should like to state as clearly as I can the attitude of the trustees of the Carnegie Corporation toward the erection of additional branch libraries for the city of Washington.

One of the pleasantest tasks of a board of trustees like our own is to provide the money from the funds intrusted to us for a demonstration of the vitality and usefulness of an idea. Sooner or later, however, the day comes when the board must determine that the demonstration has been made, and that the funds needed for future development must be sought elsewhere. For example, in the matter of library construction, what Mr. Carnegie set out to do and what the corporation carried on after his death was not a plan for putting up library buildings indefinitely, but a plan to make a demonstration on a wide scale of what an adequate library building would do for the community in which it was erected. That demonstration has now been made, at a cost of something over \$50,000,000, and no further grants for public library buildings are being made.

As to the usefulness of branch libraries in city systems, the situation is clear. Here in New York Carnegie funds provided a number of such buildings, but the demonstration having been made, the trustees of the Public Library do not look to us for any additional funds. The time has now come, in the judgment of our trustees, when the demonstration in your city has also been made. Four buildings have been erected from Carnegie funds, and have proved their usefulness in different parts of the city and different social environments. In the light of this demonstration, it ought not now to be difficult to secure funds from other sources for additional buildings as they are needed.

I am sure you will understand that this decision does not imply any criticism of the work of the Public Library in Washington. In fact, it is exactly the other way. The better the work the more rapidly and completely a demonstration can be made.

With best wishes and hearty congratulations upon your achievements in Washington, I am

Sincerely yours,

F. P. KEPPEL.





